



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

January 5, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Traffic Engineer Pablo Para, Transportation Planner Joe Welsh, Engineering Aide Amber Mund, Project Engineer Ryan Vondrak, City Attorney Dan Heid, Assistant City Attorney Steven Gross, Finance Director Shelley Coleman, Sanitary Sewer Engineer Robert Elwell, Water Utility Engineer Cynthia Lamothe, Planner Chris Andersen, Northwest Pipeline Team Leader Rodney Gregory, Citizen Wayne Osborne, and Department Secretary Jennifer Rigsby.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

Member Singer asked that the minutes from the December 15, 2008 Public Works Committee Meeting be corrected, stating the door tax proposal came from Valley Cities and not the Citizens' Task Force on Arterial Streets.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes, with the correction above, for date, December 15, 2008.

Motion carried 3-0.

III. ISSUES

A. RESOLUTION NO. 4434, CALL FOR PUBLIC HEARING FOR NORTHWEST PIPELINE PUBLIC WAY AGREEMENT

Transportation Planner Welsh was present and introduced Rodney Gregory, Team Leader representing Northwest Pipeline (NWP). Assistant City Attorney Gross was also present to answer Committee questions. Welsh distributed a corrected copy of page 7 of the agreement.

Vice-Chair Cerino asked why, on page 7, section 8.2, the agreement states NWP does not "warrant the accuracy of the locations of the facilities shown". Mr. Gregory answered because the line is a high-pressure pipeline, NWP does not want to provide definitive accuracy to the location of the line, causing a third-party to assume the exact location and neglect in calling for a line locate. Welsh stated a representative from NWP must be on-site if a third party is within a certain distance of the pipeline. Gregory confirmed. Gregory stated NWP does not want a third party to misinterpret the location of the facilities. Gregory continued, sometimes the depth of cover can change as well.

Chairman Wagner asked if there were issues with the pipeline crossing the Muckleshoot Indian Reservation that should be noted in the agreement. Assistant Director/City Engineer Selle responded the agreement provides for impacts to public Right-of-Way. Transportation Planner

Welsh said the agreement does not give NWP immediate access to City facilities, such as parks. NWP would have to negotiate on that issue because it is outside of the Right-of-Way.

On page 4, sections 5.5 and 5.6, Chairman Wagner asked why there are two different forms of security and the bond amounts are different. Selle answered the bond in section 5.5 covers restoration work done in the Right-of-Way and section 5.6 represents a general liability. Assistant City Attorney Gross added the performance bond in section 5.5 covers anything that is included in the Public Way Agreement and not just work in the Right-of-Way.

Chairman Wagner asked if there are time limits associated with the relocation of facilities, referencing page 5, section 6.1. Mr. Gregory answered because this is an interstate pipeline it is regulated by the Federal government and NWP must apply with that Federal authority in order to relocate facilities. The timeline for the application process could be in excess of a year and there is language in the agreement that states NWP is responsible to apply to the Federal authority within a reasonable amount of time and requiring NWP follow through with the process.

Chairman Wagner and Assistant City Attorney Gross discussed page 10, section 12.1 and the indemnification of the City and the potential for lawsuits. Gross concluded the primary responsibility to defend will stay with NWP.

The Committee discussed page 16 and the continuation of coverage warranted by NWP following three years from the date of termination of the agreement. Chairman Wagner asked why three years was chosen as the time frame. Mr. Gregory stated three years is what the City determined. Chairman Wagner asked the three year time limit be reviewed prior to the agreement moving forward for approval by Council.

On page 18, the Committee agreed for the title "Right-of-Way Manager" be changed to a title for a permanent position in the City, such as City Engineer.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve Resolution No. 4434, call for a Public Hearing for Northwest Pipeline Public Way Agreement.

Motion carried 3-0.

B. ORDINANCE 6222, REVISION TO AUBURN CITY CODE 10.36.020 AND 10.36.190, TO CHANGE AND CLARIFY WHERE OVERSIZED AND COMMERCIAL VEHICLES MAY PARK IN THE CITY OF AUBURN (Welsh)

Transportation Planner Welsh presented the background regarding Ordinance No. 6222. Vice-Chair Cerino asked why it could not be required for businesses to provide parking for commercial trucks. Assistant Director/City Engineer Selle stated the requirement to provide on or off-site parking may be included in the redevelopment of the standards for new development but the problem in retrofitting existing conditions is the trucks parked on the shoulder may be independent and not related to the adjacent businesses. Mayor Lewis asked if there is an existing City code that allows for additional parking by repaving the shoulders. Selle answered that it could be done as a Local Improvement District (LID) or as a public improvement by private parties. Director Dowdy stated there is a letter that will be mailed to business owners, following the adoption of Ordinance No. 6222, which asks business owners to contact the City if they are interested in forming an LID for shoulder improvements that would allow for parking.

Welsh explained the issue of truck parking arose because the City's Comprehensive Plan identified any classified street as appropriate for truck parking, however there are streets in the City that are more conducive for truck parking. Initially, the issue was brought to staff's attention by truck drivers coming to the Public Works Department and then progressed to meetings with Police Department staff who are responsible for parking enforcement. The Traffic Engineer then went out into the field to determine where truck parking could be allowed based on sight distance and condition of the roadway. The Committee reviewed the locations where truck parking can be allowed.

Transportation Planner Welsh reviewed the proposed changes to the City Code. The first change identifies the locations where parking is allowed and defines a recreational vehicle versus a commercial vehicle, and also defines residential neighborhoods. The second addition is a section which allows for deliveries by commercial vehicles. The code updates include definitions for commercial trailers versus recreational trailers to prevent commercial trailers from being parked along the shoulder, damaging the pavement.

Vice-Chair Cerino asked how the trailers being used to deliver automobiles along Auburn Way South would be affected by the code changes. Welsh answered any trailers left in the Right-of-Way would not be allowed. Welsh added the code update includes a definition of "delivery" as actively loading and the driver is in the presence of the trailer/vehicle.

Member Singer asked if boats were included in the definition of recreational vehicles. Assistant City Attorney Gross answered a boat on a trailer would be considered a recreational vehicle. Gross explained why definitions already included in RCW were not included in the City Code.

Chairman Wagner asked if the wording in item B 1, page 3, "where practical" has been approved by the Police Department. Welsh confirmed the ordinance was reviewed by the Police Department and there was no comment about the wording.

Chairman Wagner suggested the time limit of 24 hours for the parking of trailers in residential neighborhoods may not be enough time for a trailer that is being used to move. Director Dowdy stated the time limit applies to recreational trailers and would not include trailers being used to move.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council adopt Ordinance No. 6222, revision to Auburn City Code, to change and clarify where oversized and commercial vehicles may park in the City of Auburn.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

A. RESOLUTION 4438, DECLARING CERTAIN ITEMS OF PROPERTY AS SURPLUS AND AUTHORIZING THEIR DISPOSAL

The Committee had no questions regarding Resolution No. 4438 and was in consensus.

B. 4TH STREET NE SEWER PROJECT STATUS

Project Engineer Vondrak reported to the Committee there were 11 responses to the survey mailed to property owners. There were 6 "no" responses, 60%, 4 responses stated they would like to continue with the project but their preferences of the options were divided, and one non-

response. Vondrak said staff feels, due to the lack of interest in the community; it is not in the City's best interest to proceed with this LID project. The Committee reviewed the map showing the distribution of the surveys. Vondrak said a letter explaining the survey results and the discontinuation of the project would be sent to property owners, upon agreement from the Committee.

Member Singer suggested the amount of City funds that were spent in preliminary engineering for the project be included in the letter sent to property owners. Mayor Lewis agreed such a statement should be included and discussed the possible wording that could be used. Citizen Osborne pointed out the change in the schedule by which property owners were asked to make payment for their portion of the project up front instead of when they hook up, probably lead to the decline in interest. The Committee agreed. Chairman Wagner suggested an explanation of why the estimated cost for property owners increased following the initial engineering for the project be included in the letter.

Because of the unclear consensus in the community, the Committee agrees the project should not move forward.

C. WATER SUPPLY STRATEGY

Utilities Engineer Repp gave a brief history of the process of updating the Comprehensive Water Plan and previous discussions with Council regarding the approach for water supply and the potential for water purchase. It was requested by the Committee that staff review the issue of fluoride in the water to be potentially purchased and what options could be offered to deal with the fluoride. In the last discussion with the Committee the options included, going forward and accepting fluorinated water in the system, treating the water, which is very expensive, or not purchasing water and developing other City sources, which has a lot of uncertainty and expense associated with it. Staff went back and looked at what provisions could be made for citizens who may not want fluoride in their water. The memo distributed to the Committee summarizes staff methods of research and subsequent findings.

Repp stated not a lot of provisions are being made by other purveyors. Tacoma provides two locations where people can obtain non-fluorinated water, the Sammamish Plateau provides citizens a list of devices that individuals can install in their residences to filter the water, and Covington Water District distributes detailed water quality information. Staff has reviewed the City's water system and identified three sites that may be possible locations where citizens can get non-fluorinated water, i.e. walk-up sites, Fulmer Field, Well 4 and Well 5A. Repp said the City could also put together a list similar to the one offered by Sammamish Plateau. Staff believes these would be reasonable accommodations for citizens who would like non-fluorinated water available in the City system. Staff is recommending that Council authorize Staff to proceed with the combined approach option with provisions for making non-fluorinated water available before fluoride is artificially introduced to the City's distribution system.

Vice-Chair Cerino commented in past discussions it had been said there is some fluoride naturally present in the current water supply and with filtration devices citizens may be getting the same levels from a fluorinated water supply. Cerino stated citizens should be made aware of the background fluoride levels, preventing the assumptions that getting water from a well, there would be no fluoride present. Chairman Wagner agreed. Chairman Wagner asked if fluoride levels were currently included in the City of Auburn Water Quality Report. Water Utility Engineer Lamothe answered the report states no fluoride is added to the water supply, the City tests for fluoride, but unless it reaches a level in the detectable range it is not reported.

Chairman Wagner asked which walk-up site will be easiest to retrofit. Utilities Engineer Repp said the details have not been considered yet. Assistant Director/City Engineer Selle said staff would have to look at the sites for security, parking, and access. Mayor Lewis commented it would need to be a secondary secured site where water access is made available away from the actual well site.

Member Singer asked if there had been recent arguments against fluorinated water. Mayor Lewis answered there are groups of citizens who have concerns about additives in the water. The Committee discussed current additives in the water supply, such as chlorine, and how they differ from the addition of fluoride. Mayor Lewis asked for current publicly available information regarding the arguments for and against fluorinated water. The Committee concurred.

Water Utility Engineer Lamothe stated in Tacoma; at their two walk-up sites in 2007 the water consumption totaled 40,000 gallons, not a large volume of water.

The Committee agreed that staff should move forward with a plan to purchase water and improve City sources plus include provisions for making un- fluorinated water available. Committee also requested Staff to implement a public education program before fluoridated water is introduced into the water system.

D. CODE UPDATE PROJECT – DESIGN STANDARDS

Assistant Director/City Engineer Selle provided Member Singer a brief description of the project and outline of the process being used to complete the update. Member Singer asked if a consultant was being used for the technical writing. Selle responded staff is currently completing the writing.

Chairman Wagner asked Planner Andersen how the Planning Department is using their consultant to complete work on the update project. Andersen answered the consultant is being used for research, policy analysis and development of policy alternatives. Both the consultant and Planning staff are participating in the drafting.

Chairman Wagner commented he is concerned about too much Engineering staff time being used for technical writing when the consultant could assist. Selle stated staff time is being monitored and the consultant is on retainer for additional support as the project moves forward.

The Committee began review of the purposed text revisions for section 1.03, Deviations from Standards and section 1.04, Contest of the City Engineer's Decision.

1.03 Deviation from Standards: Chairman Wagner commented the additions do not allow the Engineers much flexibility. Assistant Director/City Engineer Selle responded that the additions staff is trying to accomplish two things. There is a concern with the quasi-judicial rule and staff is trying to make sure engineering decisions are made by engineers, with Director Dowdy, being the highest level Professional Engineer in the City, having the final decision, however if there are non-engineering policy decisions staff still wants the ability to appeal those to the Public Works Committee. Wagner said that may apply to section 1.04, however in the case of 1.03 the Committee had requested the section to be prescriptive yet still leaving the ability for staff to make decisions. Selle referred to items 1 – 12, and pointed out in most cases there will be very few deviation requests that will be required to address all 12 items as not all 12 will be applicable to every situation. The Committee discussed whether or not the 12 items were too prescriptive, and whether or not developers may be discouraged from making suggestions because of the level of regulation.

Chairman Wagner suggested a checklist for deviation requests be developed.

Member Singer stated she has experience in technical writing and offered suggestions for improvements to the writing. Selle requested she email him directly.

1.04 Contest of the City Engineer's Decision: Member Singer asked if the word "non-engineering" was necessary. City Attorney Heid answered he requested the term be used to distinguish between the decisions made by the City Engineer and decisions made by the Public Works Committee. Director Dowdy stated the way the section is set up, the Committee would be receiving information from both sides as background to the policy decision, input from the developer and input from staff, allowing the Committee to make a well informed decision.

City Attorney asked that the word "contest" be changed to "appeal" as that is the term used in the rest of the document. The Committee and staff concurred.

10.00 Preface: Member Singer asked if the preface is where a "complete streets" statement would be. Chairman Wagner commented "complete streets" is a term that would be used to cover all modes of transportation, such as bicycles, scooters, and pedestrians. Member Singer suggested more definition as to when multi-mobile components would be required and when they wouldn't, and used the City of Kirkland and City of Redmond complete street ordinances as examples. Chairman Wagner commented that would not be stated in the preface, but rather requires a new section and the concept should be considered throughout the review of the Chapter.

Assistant Director/City Engineer Selle reminded the Committee the street classifications will be addressed as part of the Comprehensive Transportation Plan update process, already in progress.

10.01.3.4 Private Streets: The Committee agrees with the changes purposed.

10.01.4 Alleys: The Committee suggested the second paragraph of item "A" be made a separate item, item "B." Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding developments that generate four trips or greater PM peak hour trips and alley access.

Selle defined the term "preferred travel path." Chairman Wagner recommended it be changed to "City's preferred travel path."

Selle highlighted the changes purposed to provide adequate sight distance.

10.01.05 Private Access Roads on Access Tracts or Easements (Shared Driveways): Assistant City Engineer Gaub responded to questions asked by Chairman Wagner regarding the change to the yellow highlighted portion from "serving 3 to 6" to "serving 3 or more." Gaub stated in the Annexation Areas there are places where there are more than 6 units accessing the access tract, which was allowed by King County. Selle added there is no change to the standard; the amount was expanded to cover existing units. For new developments, the subdivision code covers how many lots can be created.

The Committee began new review discussion starting at section 10.02.2, Street Geometry.

10.02.2.2 Degree of Horizontal Curvature: Chairman Wagner asked for examples, either by visiting physical locations or GIS photos, prior to furthering the discussion on this section.

10.02.2.5 Vertical Grades: Member Singer asked if the City's standards on vertical grades have been compared to those of other Cities. Singer commented 6% did not seem to be too steep. Assistant Director/City Engineer Selle offered to present examples of streets and their grades and the standards for other agencies to the Committee. The Committee continued discussion about the maintenance and safety problems on existing roads due to grading. Chairman Wagner recommended specific examples of public benefits versus detriments. Selle discussed the importance of the street classification as it relates to vertical grades. Mayor Lewis and the Committee discussed the problems caused by the recent weather on streets with a steep vertical grade.

Director Dowdy added when developers submit their civil plans to the City when they try to use steeper grades on the street, they are unable to get the sidewalks to conform to Americans with Disabilities Act (ADA) Standards.

Selle discussed the problems City maintenance crews have on steep streets with their equipment and vehicles accessing the facilities located in steep grades.

Chairman Wagner recommended a table be created to highlight the positives and negatives, mitigation, and other Cities' standards.

10.02.2.5.1 Vertical Curves: Chairman Wagner suggested examples be provided prior to further discussion. Assistant Director/City Engineer Selle stated if the Committee agrees with the vertical grades of the streets, the curves should not be an issue due to site distance requirements. Selle answered questions asked by Chairman Wagner regarding integration of the utilities design into that of the street.

The Committee discussed requirements for retaining walls and vertical grades and curves.

10.02.4.2. Center Turn Lanes: Member Singer asked for further definition of "high number of left turn movements." Selle answered staff would work on a more specific definition in stead of using "high number."

The Committee and staff discussed including the section of the standards for sidewalks to the review of the current section. Chairman Wagner recommended not making changes to the street width standards until the sidewalk section is reviewed. The Committee agreed.

10.02.4.5 On-street Parking: Assistant Director/City Engineer Selle provided a description of "T" intersections and the proposed parking restriction area following questions asked by the Committee.

10.02.5.2 Cul-de-sacs: Chairman Wagner asked how the standards affect gated communities. Selle answered prior to approving a private street to be gated, staff would look to see if the City needs access to that part of the street system, and if there is a second access needed.

The Committee discussed the definition of a "dead-end" street as a street served by one access.

10.02.5.3 Traffic Volumes: Member Singer noted the standards make reference to the City's 1997 Comprehensive Transportation Plan, which has been updated. Selle responded that all references to a specific year's Transportation Plan will be updated to read "the latest version of" or "current."

10.02.6 Summary of Matrix of Street Design Requirements: Chairman Wagner asked if a 12' bikeway on a residential collector was necessary. Selle answered by the time striping is complete approximately 5' remains on each side of the street and 5' is the minimum for a Class 2 trail. Staff purposed a 6' minimum to allow a transition area between the travel lanes and the bike lane. Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner regarding the residential collectors in current developments and how the adoption of the suggested change in the standard will affect them.

The Committee and staff discussed how the Comprehensive Transportation Plan and trail designations relate to future development and the creation of bike lanes. Mayor Lewis recommended a statement should be included in the Comprehensive Transportation Plan stating as a multi-modal City, Auburn would require any new development to include multi-modal transportation facilities, such as bicycles. This would result in any new development adding to the multi-modal facilities. Discussion continued about bike lanes and the Comprehensive Transportation Plan. The committee requested that staff include in their research information, bike lane and path widths and types of streets to include different types of facilities and seek input from Cascade Bicycle Alliance.

Chairman Wagner asked if the intersection radii had been researched. Assistant City Engineer Gaub said staff still needs to check on bus turning radiuses.

Assistant Director/City Engineer Selle stated staff is still investigating the minimum tangent between reverse curves.

Selle verified staff will continue working on the vertical grade issues, curb radii, bicycle lane details, which the consultant will be working on.

Assistant Director/City Engineer Selle reported to the Committee on one policy issue staff wants to discuss. Currently, the City designs new pavement for a 20 year design life, because streets are now the most expensive part of the City's infrastructure the Council may want to consider extending the current design life standard. Chairman Wagner asked if it would increase cost to extend it to 30 year design life. Member Singer suggested staff check with other jurisdictions. Mayor Lewis concurred. Chairman Wagner asked for additional definition of "life."

E. PUBLIC WORKS STIMULUS PROJECTS

Assistant City Engineer Gaub presented the Public Works project list for the economic stimulus. Gaub reviewed the criteria and assumptions used when choosing the projects to be included on the list.

Chairman Wagner asked what the average timeline is for the SEPA process. Gaub answered approximately 120 days, but it can sometimes be completed in 45-60 days.

Assistant City Engineer Gaub reviewed potential pitfalls that will hinder the ability of staff to meet the 90 days requirement of the proposed stimulus package.

Member Singer and Director Dowdy provided the Committee with an update about what happened at PSRC. The decision was the purposed projects had to be on the regional Transportation Improvement Plan (TIP) to be on the "A" list of projects. Director Dowdy reported the 90 and 180 day project lists were the focus at today's PRSC RPEC meeting. Dowdy explained how projects were assigned to the "A" list and "B" list. Mayor Lewis asked how many projects the City of Auburn has on the "A" list. Director Dowdy answered none. The majority of the City's projects are on the "B" list because they are preservation projects. In addition, PSRC's proposed list is restricted to transportation related improvements only.

The Committee discussed fund allocations and how the project timelines would differ based on funds being allocated through the normal State process and funds being allocated through the US Mayors proposal at the local agency level.

The Committee and staff reviewed the list of projects that may potentially be impacted depending on the amount of stimulus the City receives. Not all projects would be deferred to future years but some may be delayed a few months while staff focuses on meeting the schedule requirement of federal stimulus projects.

F. CAPITAL PROJECT STATUS REPORT

Item 5 – CP0760 – Awn Pedestrian Crossing: Chairman Wagner asked about the signal poles. Project Engineer Helbig answered the contractor is waiting for delivery of the signal poles.

Item 13 – CP0701 – 8th & R Street Traffic Signal: Chairman Wagner asked about identifying the project budget. Helbig responded the 2009 budget will need to be reviewed to update funding sources for the project.

Item 15 – C524A – SCADA System Improvement: Chairman Wagner asked if the project would go to bid in February. If it does not go to bid until March, the Committee will need a project review. Helbig said he would need to check with the consultant.

Item 22 – CP0741 – A Street SE Pedestrian Improvement: Chairman Wagner asked what the grade will be once complete. Helbig said it will meet ADA standards with a 1 foot to 12 foot slope (8.33%) with landings. Chairman Wagner asked if there will be safety fencing. Helbig said there would.

G. RESOLUTION NO. 4437, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A CONTRACT WITH AUBURN SYMPHONY ORCHESTRA FOR TOURISM PROMOTION SERVICES (Agenda Modification)

Finance Director Coleman provided background information regarding the difference between the 2008 and 2009 contracts with the symphony orchestra. Coleman reported there is \$25,000 left from 2008 in Bravo that will be moved forward to 2009. The symphony had a fall and winter concert and chamber series that had no City support and a contract was needed to show what the City will receive economic development, tourism, etc. by having the series continue. The contract before the Committee takes the funds left from Bravo and rolls them into this year's funds for the fall and winter concert series.

Chairman Wagner suggested the funds not be divided between the four performances. The Committee discussed possible changes to the wording in the contract. Member Singer asked about the City staff time that is included in the contract for reviewing marketing materials. City Attorney Heid stated staff review is needed confirm that the money allocated to the symphony is

being used appropriately, for auditing purposes. Heid stated the City can extend money to promote tourism, but the City needs evidence of the tourism benefits for the auditor.

The Committee continued discussion of the wording in the Resolution and removing references to tourism. Mayor Lewis asked that the Resolution be updated as discussed, revising the tourism references and not stating the division of funds between events, prior to being presented to the Finance Committee and Council.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 6:10 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary